

**Middletown Springs Board of School Directors  
(Regular) Meeting  
Date: July 14, 2011  
Time: 6:00PM  
Place: Middletown Springs Elementary School**

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*OFFICIAL MINUTES*

Present: Kimberly Mathewson (Chair), Steven Letendre (Vice-Chair), Clarence Haynes (Clerk), Matt Peschl (Member). Also present: Joan Paustian (RSWSU Supt.), Louis Milazzo (RSWSU Business Mgr.), Rick Beal (Principal), Susan Rosso (Recording Secretary)

Public Present: Select Board Members: Mike Lamson, Chris Larson, and Shirley Moyer. Grade 5/6 Teacher Bob Bruttomesso arrived at 6:15PM.

**1. Call to Order (Action)**

Kimberly Mathewson called the meeting to order at 6:04 PM.

*See #6 (Old Business) for sidewalk project discussion between the Middletown Springs School & Select Boards.*

**2. Consent Agenda: (Action)**

a. Approval of Minutes – Unofficial Minutes from June 16, 2011 (Regular)

Clarence Haynes moved to address the minutes, Matt Peschl seconded; motion carried. The following corrections will be made: under #2 Consent Agenda, the Board *tabled* the minutes of the May 23, June 6, and June 8; they did *not* approve them. Under Business Mgr. Report, d (i), second line, delete the word “into” and substitute the words “out of.” Also under d (i): in fifth line, change \$40,000 to \$49,969. Under New Business 5 (b), add “approximately” before \$45,000. Under #7 Policies: delete the sentence “These policies are being returned for adoption.” Kimberly Mathewson moved to approve the minutes of June 16, 2011 as corrected, Clarence Haynes seconded; motion carried. Clarence Haynes moved to approve the minutes of May 26, 2011 with minor corrections, Kimberly Mathewson seconded; motion carried.

b. Superintendent’s Report (Written)

Supt. Paustian was glad that our new Principal, Rick Beal was able to attend the West Ed training on formative assessment, curriculum, and identifying essential standards. Title I Teacher, Lorraine Wilkins also attended. This was a good opportunity for Mr. Beal to get an overview of standards/curriculum. Mr. Beal will also be attending the Leadership Academy later this summer. Mr. Beal and Dr. Paustian have met a number of times and the administrative team is working well together. Mentoring is required for all administrators with less than two full years of experience. One option is to have Peter Mello from the Castleton State College Center for Schools mentor Mr. Beal. Dr. Paustian reported that attorney, Dennis Wells will be at the August 22 RSWSU meeting at Poultney High School; all board members are encouraged to attend as negotiations will be discussed at the meeting.

c. Principal’s Report (Written)

Mr. Beal reported that he has been quite busy familiarizing himself with many aspects of our school. He has sent letters home to parents and staff members to introduce himself and invite contact from parents and staff members. He has had occasion to talk with a number of staff members who have shared good ideas on furthering student learning. He has enjoyed getting to know the kids in summer program (27 students are attending). Mr. Beal found the West Ed training to be valuable and is looking forward to the Leadership Academy. He has contacted Efficiency Vermont to set up an energy audit at the school for suggestions on ways to save money and to potentially qualify for discounts and/or grants.

d. Business Manager’s Report

i. Financial Statements

Mr. Milazzo has been busily working on closing out the FY’10-‘11 school year and submitting the various state reports that are due over the summer. He will soon have the year-end expense totals available for the Board.

Clarence Haynes moved to approve the reports of the Superintendent, Principal, and Business Mgr., Matt Peschl seconded; motion carried.

**3. Approve Warrants: (Action)**

- a. Warrant #107 in the amount of \$220,916.03, dated 6/17/11
- b. Warrant #108 in the amount of \$30,629.09, dated 6/30/11

Clarence Haynes moved to approve Warrant #107 in the amount of \$220,916.03, dated 6/17/11 and Warrant #108 in the amount of \$30,629.09, dated 6/30/11, Matt Peschl seconded; motion carried.

**4. General Public Comments (Listen & Defer Action to Future Meeting):** None

**5. New Business: (Receive Information & Possible Action):**

- a. Approve Substitute List (if applicable): No new names this month
- b. Henderson Fund – Review applications; possibly award funds

This item is tabled by consensus until next month. Mr. Haynes and Mrs. Mathewson will get together prior to the next meeting to gather/review information.

**6. Old Business: (Itemize Subjects for Deliberation & Possible Action)**

- a. Sidewalk Project at MSES

Steven Letendre addressed school and select board members regarding the sidewalk installation project. Engineer Gail Peterson created and presented two designs at an open meeting a few months back. In order to move forward with the project it needs to be signed off on by the school board and the select board. Members of both boards engaged in discussion about 5 ft. versus 8 ft. width in terms of which would be easier and less costly to plow and maintain. The boards will vote on which design to proceed with. Clarence Haynes moved to proceed, utilizing granite curbing, a 5 ft. sidewalk with no green strip and no bike lanes, and asking that the select board consider plowing the area coming up the hill using the plow wing, Kimberly Mathewson seconded; motion carried. (*On behalf of the select board: Chris Larson moved to accept the recommendation of the school board; Mike Lamson seconded; motion carried.*) The school board thanked the select board for their time and effort on this project.

- b. Exterior Paint Colors

Paint to be used on the old section of the building will be mixed using samples of the paint used last time. Mr. Letendre received a quote from Lux Brush for \$5,375.00 for repair/replacement of water damaged and/or rotted clapboards discovered during painting prep. Kimberly Mathewson moved that the front of the building be painted using two colors, and that Steven Letendre and/or Matt Peschl meet with Mr. Lux to discuss and possibly approve the repairs, Clarence Haynes seconded the motion; motion carried. Mr. Peschl or Mr. Letendre will advise if/when a purchase order will be needed to proceed with the repairs.

- c. Trees

Mr. Beal will contact Norton Tree Experts regarding removal of some trees to facilitate the painting and sidewalk installation projects.

- d. Driveway Access

Mr. Haynes suggested that the grassy circle at the front of the school be made a bit smaller when the sidewalk work is being done in order to better accommodate school buses and larger trucks. All agreed that this is a good idea.

**7. Policies: (Possible Action):** No policies this month.

**8. Action on Personnel Contract (Action)**

- i. New Hires: Special Educator: Lea Pettis
- ii. Resignations: None
- iii. Termination: None
- iv. Leave of Absence: None
- v. Other: (renewals)
  1. Susan Rosso – Medical Designee
  2. Susan Rosso – Board Recording Secretary
  3. Susan Rosso – After School Program Billing/Data Entry Clerk
  4. Cheryl Mahoney – Before School Program Assistant
  5. Holly Crandall – After School Program Site Coordinator
  6. Meghan Crandall – After School Program Assistant

Clarence Haynes moved to hire all of above individuals for the positions as listed (#1-6) and Lea Pettis as the new Special Educator (i), Steven Letendre seconded; motion carried.

**9. Anticipated Executive Session I V.S.A. § 313 (1-9) (a) (b) (Discussion & Possible Action).**

Clarence Haynes moved that the Board enter Executive Session at 7:52PM for student, personnel, and legal issues, Matt Peschl seconded; motion carried.

**10. Other Lawful Business (Information Gathering Only): None**

**11. Set Next Regular Board Meeting & Agenda Building: (Anticipated August 11, 2011, 6:00 p.m.) (Action)**

The next MSD Board Meeting will take place on Wednesday, August 17, 2011 at 6:00PM at MSES.

**12. Adjournment (Action) Matt Peschl moved to adjourn the meeting at 9:45PM, Steven Letendre seconded; motion carried.**

Respectfully submitted,

*Susan Rosso*

Recording Secretary